

SPECIAL MEETING MINUTES

SENIOR AND DISABLED CENTER ROOF REPLACEMENT PROJECT BUILDING COMMITTEE

September 12, 2013

Town Hall Conference Room L100

- I. Call to Order – The meeting was called to order at 7:05 PM by Chairperson Castelle.
- II. Roll Call - Members present: Clarke Castelle, Chairperson; Myra Cohen, Dave Nagel, and Karen Brecher. Others present: Dianne Stone, Director of Senior and Disabled Center Services; Richard Kirby, Kaestle Boos Associates; and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Approval of Prior Meeting Minutes – Mrs. Cohen made a motion that the minutes of the July 16, 2013 meeting and the July 30, 2013 meeting be approved as presented. A second to the motion was made by Mr. Nagel. The motion passed unanimously.
- V. Consider and Take action on Bid Award – Mr. Baron had distributed the Bid Results prior to the meeting. Three firms bid the project, MDM Engineering, Imperial Company, and New Britain Roofing. The lowest bid received was from MDM Engineering, and it was within the Town's budget. Their Base Bid was \$700,500. There were two Add Alternates to the bid, to substitute PVC membrane in place of EPDM membrane, and work to make the south sidewalk ADA compliant. MDM bid \$-0- and \$18,500 respectively, for a total bid of \$719,000.

A written Bid Protest was received by the Town from Imperial Company. Their protest was based on two arguments, that MDM Engineering was not certified by the State Department of Administrative Services (DAS) as a General Contractor, and because MDM Engineering is only licensed as a new home construction contractor. Therefore MDM would not have the licensing or experience for a project of this magnitude. The bid specifications required bidders and their subcontractors to have Connecticut DAS pre-qualification "in their classification". The majority of the work is for roofing and MDM has DAS pre-qualification for roofing and masonry. There is no requirement that the bidder be a General Contractor. There is no requirement that the bidder be licensed. There is no roofing license requirement nor is the Town aware of any roofing license that could be acquired. Bidders were not required to name

their subcontractors on the Bid Form. MDM Engineering has notified the Project Architect that their subcontractor for the canopy work is A. Secondino and Son, Inc. of Branford. A Secondino and Son are DAS pre-qualified for General Trades, General Building Construction, Construction Manager at Risk, Concrete, and several other classifications. They would be qualified to perform the canopy and parking area work. MDM Engineering provided a list of current and recently completed projects that was also distributed to the Committee. They have two jobs, totaling over \$1.3 million, currently in progress. They have completed 8 other projects of \$700,000 or greater since 2007. The Project Architect submitted a written recommendation, noting that they have worked with MDM Engineering on several successful projects, their qualifications to install the PVC membrane that is in Add Alternate One, that they also have had a positive experience with A. Secondino and Son, and recommending award to MDM Engineering for the Base Bid and both Add Alternate Bids.

Mr. Baron presented a project budget showing award of the two Add Alternate Bids for a total of \$719,000 and a contingency of \$39,500, roughly 5.5% of the construction cost. There are also allowances in the bid for replacement of damaged deck and removal of wood blocking, to cover any reasonable amount of damaged area under the current roof membrane. As this is a roofing project without a significant amount of renovation work, a substantial amount for contingency is not anticipated to be needed. The handrail under the canopy was moved to line up with the middle of the automatic sliding door as the orientation of the door opening could not be changed. MDM bid \$-0- for Add Alternate One because they have the equipment and a crew with experience in PVC membrane that allows them to install this material faster. The savings in labor offsets the increased cost of the material. MDM could start on September 30 or even earlier, if they are allowed to.

The Committee was asked if they were comfortable with the cost identified for the canopy. The amounts identified are informational only, and not a canopy amount that each bidder would be held to. The design evolved to be more robust and include more safety features for the clientele that use the building. The design makes this area safer and provides an appropriate and sustainable structure for the building. Most donations for this structure were made a few years ago. Approximately six weeks of construction would be needed to get the roof to substantial completion, weather permitting.

Mr. Nagel made a motion that the Senior and Disabled Center Roof Replacement Project Building Committee recommend that the Town Council accept the bid of MDM Engineering of Quinebaug, for the amount of \$719,000 for the Base Bid, Add Alternate One and Add Alternate Two, and also recommend that the Town Council also accept the Project Budget as presented. Mrs. Cohen provided a second to the motion. The motion passed

unanimously by a vote of 4 YES to 0 NO. Mr. Baron will ask that the Town Council consider waiving their rules in order to consider and vote on this award at their September 24th meeting. Mr. Baron will also respond to the Bid Protest.

- VI. Any Other Business Pertinent to the Committee –The Committee agreed to meet again as dictated by the needs of the project. The minutes of the project job meetings are to be distributed by Mr. Baron to the Project Building Committee members. Mrs. Cohen made a motion that the Chairperson be allowed to verbally approve change orders for amounts up to \$10,000 in advance of formal Committee action. Second to the motion by Mr. Nagel. The motion passed unanimously by a vote of 4 YES to 0 NO.
- VII. Public Participation – None.
- VIII. Response to Public Participation – None.
- IX. Adjournment – the meeting adjourned at 7:48 PM.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services